



UNITED STATES MARINE CORPS

4TH FORCE SERVICE SUPPORT GROUP, FMF, USMC
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5400

GruO 1650.10
SgtMaj
4 Jan 00

GROUP ORDER 1650.10

From: Commanding General
To: Distribution List

Subj: MARINE OF THE YEAR AWARDS PROGRAM

Ref: (a) MCO P1650.19
(b) ForO 1650.1

Encl: (1) Sample Nomination Format

1. Purpose. To recognize individuals in the 4th Force Service Support Group (USMC and USMCR) assigned to active duty staffs or within commands of the Fourth Force Service Support Group (FSSG). Candidates will possess the dedication and abilities that symbolizes the pride and professionalism of the United States Marine Corps.

2. Background. The Commanding General, 4th Force Service Support Group has addressed the need for recognition of enlisted personnel who best represent the highest qualities and professional character associated with the United States Marine Corps.

3. Policy. At the lowest level, unit commanders are expected to recognize outstanding Marines serving both on active duty staffs and as members of the Selected Marine Corps Reserve units. This order establishes the 4th Force Service Support Group Marine of the Year Program as a means of recognizing those exceptional individuals.

4. Guidelines

a. General

(1) The period for consideration for selection will begin 1 January and end 31 December of the same calendar year. Nominees may include active duty staff and reserve unit Marines/Noncommissioned Officers of the Quarter, but this is not a prerequisite.

4 Jan 00

(2) A selection board will convene via e-mail for the purpose of selecting one active component and one reserve component Marine of the Year on an annual basis.

b. Eligibility

(1) Nominees can be selected from all affiliated members in the pay grade E-5 and below of each active duty staff and SMCR unit.

(2) Selected Marine Corps Reserve personnel must have attended a minimum of 90 percent of drills for the past 12 months.

(3) All nominees must meet all minimum PFT, height and weight standards.

(4) Personnel nominated must have been a member of the unit for at least 90 consecutive days.

(5) Nominees must have no record of NJP or other punishment during the preceding 24 months.

(6) Nominees will be reviewed only on their accomplishments during the current year.

c. Nomination Procedures. Nominations must be submitted in the format illustrated in the enclosure; the following areas should be addressed:

(1) Specific noteworthy achievements, superior performance, leadership potential, outstanding contributions in support of the missions of the command and the Marine Corps.

(2) Motivation

(3) Personal appearance

(4) Awards and commendations (during current year)

(5) Moral stature

(6) Off duty education

(7) Community activities

d. Selection Board Composition

(1) The selection board will be chaired by the FSSG's Sergeant Major.

(2) Members will include the sergeants major of each Battalion within the FSSG.

4 Jan 00

e. Awards. Selectees will be awarded the following:

(1) Navy-Marine Corps Achievement Medal from the Commanding General, 4th Force Service Support Group (unless selectee is selected as the Marine of the Year for Marine Forces Reserve at which point an award from higher headquarters will be issued).

(2) An appropriate engraved plaque commemorating the selection.

(3) Display of Marine's photograph in an appropriate place of honor at FSSG's Headquarters.

(4) Additional recognition as deemed appropriate by the Commanding General, 4th Force Service Support Group.

5. Action

a. Commanding Officers/Inspector-Instructors:

(1) Nominate one candidate, in each category, for the 4th Force Service Group Marine of the Year award, as appropriate, using the format in the enclosure.

(2) Forward the nomination to this headquarters, no later than the 20th day of January following the cycle year.

b. Group Sergeant Major:

(1) Convene the board no later than 15 February.

(2) Chair the selection board.

(3) Notify the Commanding General, 4th FSSG of the selection results.

c. Commanding Officer/Inspector-Instructor of winning Marine:

(1) Notify Marine of selection

(2) Have a Navy-Marine Corps Achievement Medal prepared for awarding by the Commanding General.

6. Reserve Applicability. This order is applicable to the Marine Corps Reserve.



FG DOWDEN
Chief of Staff

DISTRIBUTION: A/B

4 Jan 00

1650

G-1

DATE

From: (Unit Commander)
To: Commanding General, 4th Force Service Support Group
Via: (Chain of command, as appropriate)

Subj: **MARINE OF THE YEAR NOMINATION (ACTIVE/RESERVE COMPONENT)
CASE OF (RANK/NAME/SSN)**

Ref: (a) ForO 1650.1

Encl: (1) Copy of Letter of Appreciation/Commendation
(2) Biography
(3) 8x10 glossy color photograph

1. Per the reference, _____ is nominated as the Marine of the year Active/Reserve Component. The enclosures are provided in support of this nomination.

2. Full name, address, and complete telephone number of nominating command.

3. The following information is provided:

a. Name: _____
SSN: _____

b. Date of birth: _____

c. AFADBD: _____

d. Currently selected for advancement (if yes, date to be advanced.): _____

e. Family members (List names, dates of birth.):

f. If previously selected as Marine of the Month/Quarter/Year, give date(s) and command(s):

g. Brief synopsis of significant professional achievements which warrant selection

h. Awards:

i. Nominee's off-duty community involvement:

ENCLOSURE (1)

4 Jan 00

Subj: **MARINE OF THE YEAR NOMINATION (ACTIVE/RESERVE/COMPONENT)
ON (RANK/NAME/SSN)**

j. List educational background:

(1) Years of formal schooling completed/degree attained:

(2) Marine Corps schools completed:

(3) Other self-study educational achievements attained while on active duty (include correspondence courses, extension courses, Marine Corps Institute (MCI) courses, Defense Activity for Non-Traditional Education Support (DANTES) courses.

4. Any other information to distinguish nominee from contemporaries (Limit: one typewritten page).

(signature)

ENCLOSURE (1)